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COMPATIBILITY FORUM****UNDER THE AUSPICES OF THE
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Office of Secretary

Carrier Identification Code Assignment Guidelines

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with INC Issue #076.

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CARRIER IDENTIFICATION CODE ASSIGNMENT GUIDELINES

1.0 INTRODUCTION

1.1 Purpose

This document describes guidelines for the assignment of Carrier Identification Codes (CICs) in the North American Numbering Plan (NANP) area and is a product of industry consensus reached under the aegis of the Industry Numbering Committee (INC) which is a standing committee of the Industry Carriers Compatibility Forum (ICCF.) The document will be maintained by the INC which will, therefore, be responsible for the determination of any necessary changes or updates. These guidelines do not detract from the ability of an appropriate governmental or regulatory agency to exercise authority over any and all issues herein. These guidelines and future changes to these guidelines will be submitted to the agencies for their review. In addition, it should be understood that these guidelines supersede any previously issued CIC assignment guidelines.

These guidelines have been formulated with consideration of the following two legitimate needs. First, the recognition that the CICs represent a finite resource and should, therefore, be used efficiently and conserved to the extent possible; and second, that their prudent use is inherent in the provision of telecommunications services. Therefore, the guidelines should offer the greatest latitude in the provision of telecommunication services, while maintaining the effective management of a finite resource.

The assignment practices detailed in these guidelines apply to the assignment of CICs made directly by North American Numbering Plan Administration (NANPA) to a specific entity. (See Section 2.2 for CIC application procedures). Therefore, the maximum number of CICs an entity may be assigned under these guidelines pertains to the number of CICs the administrator may directly assign to that entity. Accordingly, codes obtained via means other than direct assignment by the NANPA are outside the scope of these assignment guidelines and hence, are not included in the maximum code assignment limits. The requirements specified in these guidelines will apply to all CICs (e.g., the access and usage requirements for retaining CICs) regardless of the manner through which an entity obtained a code.

CARRIER IDENTIFICATION CODE ASSIGNMENT GUIDELINESINC 96-0127-006
September 1996 Revision**1.2 Definition, Use and Background of CICs**

CICs provide routing and billing information for calls from end users via trunk-side connections to interexchange carriers and other entities. Entities connect their facilities to access provider's facilities using several different access arrangements, the common ones being Feature Group B (FG B) and Feature Group D (FG D). CICs were introduced in 1981 as 2-digit codes then were expanded to 3-digit codes in 1983. At that time CICs were assigned from a single pool of numbers serving both FG B and FG D access. Initially, entities could be assigned up to a maximum of three CICs, a primary and two supplemental CICs. When it was recognized that the supply of 3-digit CICs would eventually exhaust, the ICCF developed a plan to expand the resource to 4 digits, i.e., CIC expansion. In 1989, when the 700th CIC was assigned, industry agreements limited assignments to one per entity to prevent exhaust before completion of CIC expansion.

CIC expansion was planned for implementation in two phases. Phase 1 was completed on April 1, 1993, at which time FG B and FG D CICs were split into two separate assignment pools. In addition, the FG B resource was expanded from 3 to 4 digits. FG D CICs continued to be assigned in the 3-digit format until exhaust which signaled the start of Phase 2. Phase 2 of CIC expansion was completed on April 1, 1995 when FG D CICs were expanded to 4 digits. Existing 3-digit FG D CICs were converted to 4 digits by prepending a "0" in front of the CIC. After Phase 1 but before Phase 2 CIC expansion, entities could, if requested, reserve a 4-digit FG D CIC that matched the assigned 4-digit FG B CIC, which would be assigned when 4-digit FG D CICs became available. These guidelines have been modified to reflect the completion of CIC expansion and the availability of 4-digit CICs.

For the purposes of these guidelines, CICs are 4-digit numeric codes which are currently used to identify customers who purchase Feature Group B (FG B) and/or Feature Group D (FG D) access services.¹ These codes are primarily used for routing from the local exchange network to the access purchaser and for billing between the LEC (Local Exchange Carrier) and the access purchaser.

CICs referred to in these guidelines are those assignable by the CIC administrator.

In addition to those CICs assignable by the CIC administrator, there are 200 four digit CICs, numbers 9000-9199, designated for intranetwork use and are therefore unassignable. These CICs are 1) intended for intranetwork use only, 2) not intended to

¹ For purposes of these guidelines "access services" includes the purchase of trunk access for FG B or D, and, in the case of FG B, translations access (where available). Although LECs are not formal "purchasers" of FG B or FG D access, these guidelines do not preclude LECs from being assigned CICs.

be used between networks, 3) not intended to be dialable by end users as a CAC (defined in this section). Use of the 200 unassignable CICs is at the discretion of each network provider and will not place requirements on other network providers.

CICs exist in the public domain, and as such, are a public resource. Assignment of a CIC to an entity in no way implies or infers ownership of the public resource by the entity. The availability of CICs will be monitored by the CIC administrator who will report on the continued assignment of this public resource on a regular basis to the FCC and the INC.

In addition to the use of CICs by the LECs for routing and billing of access, the CIC comprises part of the Carrier Access Code (CAC), a dialing sequence used by the general public to access a preferred provider of service.

Specifically, the CAC can be in the following formats:

- For FG B, the CAC is in the format 950-XXXX, where XXXX is the FG B CIC.
- For FG D, the CAC is dialed using either a 5-digit format (10XXX) or a 7-digit format (101XXXX), where X = 0 through 9. For CICs assigned before FG D expansion in 1995, the CAC may be dialed either as 10XXX or 1010XXX during a permissive period, i.e., previous 3-digit CICs are preceded by a "0" to convert them to a 4-digit format.

1.3 Definition of an Entity

CICs are assigned to entities who purchase FGB or FGD access, FGB translation access or are LECs. For purposes of these guidelines, an entity will be defined as follows.

- An entity is defined as a firm or group of firms under common ownership or control.

Franchise operators are those individuals, groups, or firms granted the right or license to market a company's goods or services in a particular area. As there is a commonality of economic interest in marketing conditions normally imposed on a franchise operator by the franchiser, these industry guidelines treat the franchiser as the relevant entity and not each individual franchise operator. The franchiser is eligible for CICs assigned to an entity up to the maximum number as determined by these guidelines. The franchise operators operating under the common franchise may each use the CICs under the guidance of the franchiser. On the assumption that franchise operators are operating in different territories, as may be dictated by the franchiser, no technical limitation on access service exists due to this CIC limit.

1.4 Administration of CICs and CIC Usage Reporting

The assignment and management of CICs will be administered by the North American Numbering Plan Administrator (NANPA). At the direction of the NANPA, the access providers and the entities who are assigned CICs will be requested to provide access and usage information to the NANPA, on a semi-annual basis to ensure effective management of the CIC resource. (Holders of codes may respond to the request at their own election). LEC and entity reports shall be submitted to NANPA no later than January 31 for the period ending December 31, and no later than July 31 for the period ending June 30.

NANPA will use this information, not only to effectively manage the use of CICs, but also to advise the industry as to the level of assignments, and to alert the industry to any concerns, such as the potential for code exhaust.

Further detail regarding these reports, including the suggested format and the address to which they should be submitted are shown in Appendix B.

1.5 The CIC Pools

FG B and FG D CIC resources are assigned from two separate assignment pools. One pool contains the four digit FG B resource; the other pool contains the four digit FG D resource.

The FG B CIC format provides a pool of 9,000 codes. (Note: Only 9000 four digit FG B CICs are available for assignment because switches do not differentiate between CICs in the 0XXX and 1XXX ranges. If, in the future, changes in technology allow the distinction between 4 digit FG B CICs of the form 0XXX and 1XXX, separate assignment of those CICs will be considered). THE FG D CIC format provides for a pool of 10,000 codes.

FG B and FG D assignments are made separately. Accordingly, an entity whose needs demand the use of FG B access only will be assigned a FG B CIC.

1.6 Four Digit FG B CICs

Four digit FG B assignments are made from a single specific 1000s block. The first 1000s block from which four digit FG B CICs are assigned is the 5000s block, followed by the 6000s block. The selection of the 5000s and 6000s block permits matching assignments to four digit FG D codes. Subsequent assignments will be made from the remaining blocks of numbers which will be opened sequentially, starting with the 2000s

block, i.e., 2000, 3000, 4000, 7000, etc. Opening of subsequent thousand blocks is dependent solely upon the exhaust of the current available FG B CIC resource.

The NANPA will monitor CIC assignments and usage and provide reports to the ICCF and INC indicating the level of assignment and projecting the time of exhaust of the current pool of FG B CICs semi-annually or as requested based on the then current assignment rate. The NANPA will formally notify the industry 2-1/2 years prior to the need for the next 1000s block of FG B CICs. Actual assignment of the new FG B 1000s block will begin six months before the projected exhaust of the current FG B CIC pool.

The industry will review the need, in the future, to continue to restrict assignment of FG B CICs to specific 1000s blocks. The industry will determine if, when technically practicable, this restriction will be lifted, and FG B four digit assignments will be available from the full range of (9,000) FG B CICs.

1.7 Four Digit FG D CICs

At the time FG D CICs were expanded to four digits, a permissive period was established which permits the use of both the 10XXX and 101XXXX CAC dialing formats. During this permissive period, four digit FG D CICs will be assigned in the 5000 and 6000 number blocks. (Note: Industry consensus has not been reached on the length of the permissive period. The FCC was notified of the lack of consensus in a letter from the NANP Administrator to Richard M. Firestone, Chief of the Common Carrier Bureau, dated October 13, 1989.)

In the future, it is the intent of the industry to open all four digit FG D 1000s blocks for assignment. The industry will review this intention to verify if all four digit FG D codes will be made available for assignment, or if it is necessary to restrict such availability to specific 1000s blocks.

2.0 ASSIGNMENT PRINCIPLES

2.1 General

Entities purchasing FG B or FG D trunk access or FG B translations access will be assigned a CIC from the appropriate pool. A request for FG B or FG D access must have been made before an entity's request for the issuance of a CIC will be considered. Assignments will be made consistent with all regulatory directives such as the standing FCC mandate which directs that access be available to all customers, not only traditional carriers. CICs will be assigned on a North American Numbering Plan area basis; i.e., there will be no duplicate assignments segregated by geographic region and, therefore, an entity can use the assigned code throughout the North American Numbering Plan area.

2.2 Procedures for Obtaining a CIC Assignment

An entity should use the following procedure when requesting a CIC assignment.

- a) Complete the CIC application form shown in Appendix A. One application form is required per CIC request. The CIC applicant will complete all required entries on the CIC Application Form to the best of his/her knowledge and sign the form.
- b) Contact an access provider, i.e., the local exchange carrier, and request the assignment of a CIC. The CIC application form must be presented to the access provider when requesting access service.
- c) Place a valid order for FG B or D trunk access service, or FG B translations access service, where available, (depending on the type of CIC being requested) with the access provider, indicating in order of preference, three CIC choices.*
- d) Provide to the access provider a list of all CICs currently held by the entity (see Section 1.3 for definition of entity), indicating the name of the firm(s) holding the CIC(s) if other than the entity applying for the CIC.

After receipt of a request for a CIC, the access provider will apply to NANPA for a CIC on behalf of the entity, attaching a copy of the written request for access service and the CIC application form (Appendix A). NANPA will assign a CIC within 10 working days of receipt of a CIC request from the access provider, and notify the access provider and the entity in writing of the assignment using the CIC response form (Appendix A - CIC Assignment Confirmation Form). Entity code preference will be honored to the extent possible, and assignments will be made in the order the requests are received.

LECs should apply directly to NANPA for the assignment of CICs and are subject to the CIC assignment principles contained in these guidelines as other entities.

2.3 Assignments for IRCs and INCs

International Carriers (INC)s and International Record Carriers (IRC)s will be assigned CICs from the same resource pool as all other access customers. That is, there will be no special block of CICs reserved for code assignments to either INCs or IRCs.

There will be no specific allocation of codes for international services of an entity engaged in both domestic and international carriage.

* A request for a CIC may be made by an entity or its authorized agent.

2.4 Reservation of Codes

There will be no reservation of CICs. Rather, CICs will be assigned on a first come, first served basis, as FG B or D access service, or FG B translations access service is ordered.

2.5 Matching of FG B and FG D CICs

An entity purchasing both FG B and FG D may request the same FG B and FG D code, however, there is no guarantee that the same CICs for FG B and FG D service will be available. NANPA will, however, make every effort to assign matching FG B and FG D CICs when requested to do so, given that such matching codes are available.

3.0 MAXIMUM NUMBER OF CODES

3.1 Four Digit CIC Assignment Practices

A maximum of 5 FG B CICs and 6 FG D CICs will be assigned per entity. Entities holding greater than the maximum allowed CICs are encouraged to make a good faith effort to return those codes using the voluntary code return process described in Appendix C. (See also Section 4.3).

3.2 Special Use Code Assignments

It is recognized that extraordinary and infrequent technical constraints in access provider's networks may arise where an entity, whose intent was to offer a service without the use of a CIC, is required to use a CIC. If the entity and the access provider agree that a CIC assignment is warranted because of such a technical constraint, and both parties also agree that no available technical alternative exists to provide the proposed service, the access provider and the entity will submit a jointly signed letter to the NANPA certifying the need for a special use CIC and requesting the assignment of a "special use" CIC.

This "special use" code assignment procedure can take place prior to, or after, an entity reaches the maximum assigned limit of CICs. The "special use" CIC assignment from the NANPA WILL NOT be counted in the assigned CIC total of the entity or the access provider. The NANPA will notify the ICCF of special use code assignments.

If an alternative to the use of a CIC subsequently becomes available (i.e., there is no longer a technical constraint in the access provider's network), the voluntary return of the "special use" code is encouraged (see Section 4.3). Moreover, if, after it has been established that there exists a technical alternative to the use of the code, and the entity chooses not to return it, the CIC WILL be counted against the limit of assignable codes.

An entity can be assigned a maximum of two "special use" CICs. It is expected that such codes will be required infrequently and that few "special use" codes will be assigned. The INC will review the category of "special use" CICs annually, but will meet at the time the NANPA assigns the second "special use" code to a specific entity in order to examine the needs which required the assignments and, if necessary, to consider a change to the assignment limits.

3.3 CIC Limit Review

The number of CICs assignable per entity will be reviewed, as determined by the industry. This could be initiated through the introduction of an issue at the INC. It is intended that these reviews investigate the potential for further expansion of the number of codes per entity.

4.0 DISPOSITION OF CODES

4.1 Requirement for Code Retention

It is expected that CICs, when assigned, will be placed in service within a reasonable time. Specifically, access service associated with the CIC must be obtained, and the CIC must show usage. Absent such service and usage, a reclamation process will be initiated consistent with Sections 4.2 and 6.0.* CIC assignees shall submit to NANPA a certification that the required access was obtained and the date the access was activated (see Appendix A, CIC Activation Form).

4.2 Requirement for Access

If the CIC Activation Form of Appendix A is not received by NANPA, thereby indicating that access service associated with a CIC has not been established within four months of the date of code assignment, the NANPA will inquire regarding the status of the CIC and, if appropriate, a certified letter will be sent to the entity initiating the reclamation process. The letter will state that the NANPA intends to reclaim the CIC at the end of a 60 day period if access service has not been established. The entity will also be notified by letter if the code assignment is withdrawn.

* **Reclamation Process:** The procedure whereby NANP administration, as maintenance agent for the CIC assignment guidelines, recovers codes which do not meet the requirements specified in the guidelines. (Note: NANP administration has the responsibility to attempt to recover numbering resources, especially unused numbering resources, as the situation requires. These guidelines confer no enforcement authority. Actual enforcement authority resides with the appropriate governmental or regulatory body.)

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Any code reclaimed will be made available for assignment by the NANPA after an idle period of at least six months.

4.3 Voluntary Return of CICs

The voluntary return of CICs which are no longer needed by an entity is encouraged. In fact, a process by which such a return can be efficiently effected, is described in a separate set of guidelines. Those guidelines, entitled "Procedures for the Voluntary Return of Carrier Identification Codes to the North American Numbering Plan Administrator" are attached to this document as Appendix C.

Any code returned by an entity will be made available for assignment by the NANPA after an idle period of at least six months.

5.0 ENTITLEMENTS**5.1 Code Use**

Assignment of a CIC provides the "right" to use and retain the CIC consistent with these guidelines, to promote the use of the CIC as part of the carrier access code (CAC) for end user dialing, and to transfer the code to another entity as described in Section 5.2. Franchise operators do not retain any right to the CICs if the franchiser ceases operation or determines that its CICs are no longer required.

5.2 Transfer of CICs

The assignment of a CIC does not imply ownership. Although not a formal asset of an entity, a CIC may be transferred to another entity through merger or acquisition as long as the CIC is in use, i.e., FG B or FG D access is being reported or can be verified by an access provider. The NANPA must be informed of such transfers to ensure that an accurate record of the entity responsible for the CIC can be maintained, and that the guidelines requirements are satisfied. Such requirements include those associated with the retention of CICs, and transferred CICs will be subject to reclamation as are any other codes.

6.0 RECLAMATION PROCEDURES**6.1 Assignee Responsibility**

The entity to which a CIC has been assigned shall return the CIC to its administrator if:

- It is no longer needed by the entity for the purpose for which it was originally assigned
- The service it was assigned for is discontinued, or
- The CIC was not used or activated within the activation timeframe specified in these guidelines.

In the latter case, the assignee may apply to the administrator for an extension date. Such an extension request must include the reason for the delay and a new activation time commitment.

6.2 Administrator Responsibility

- The CIC administrator will contact any CIC assignee(s) identified as not having returned to the administrator for reassignment of any CIC:
 - Assigned, but no longer in use by the assignee(s),
 - Assigned to or associated with a service no longer offered,
 - Assigned, but not activated within the activation timeframe specified in these guidelines, or
 - Assigned but not used in conformance with these assignment guidelines.

The administrator will seek clarification from the assignee(s) regarding the alleged non-use or misuse. If the assignee(s) provides an explanation satisfactory to the administrator, and in conformance with these assignment guidelines the CIC will remain assigned. If no satisfactory explanation is provided, the administrator will request a letter from the assignee(s) returning the assigned CIC. If a direct contact can not be made with the assignee(s) to effect the above process a registered letter will be sent to the assignee(s) address of record requesting that they contact the administrator within 30 days regarding the alleged CIC non-use or misuse. If the letter is returned as non-delivered the administrator will advise the INC that the CIC will be made available for reassignment following the established idle period, if any, unless the INC advises otherwise within 30 days.

- The CIC administrator will refer to the INC for resolution any instance where a CIC has not been returned for reassignment by the assignee if:
 - The CIC has not been activated within the activation timeframe specified in these guidelines, or
 - A previously activated CIC is not now in use.
 - An activated CIC is not being used in accordance with these assignment guidelines.

- If a CIC is not activated within the activation timeframe specified in these guidelines and the administrator determines, by discussion with the CIC assignee(s), that the reason for the non-activation is not within the control of the assignee(s), the administrator may extend the activation date by up to 90 days.
- The CIC administrator will receive, process and refer to the INC for resolution any application from CIC assignees for an extension on an activation date when the:
 - Activation has not occurred within the 90 day extension,
 - Administrator believes that the activation has not occurred due to reason within the assignee's control, or
 - Assignee requests an extension in excess of 90 days.

Referral to INC will include the offered reason why the extension is requested, a new proposed activation date, and the administrator's recommended action.

The CIC administrator will make all returned CICs available for assignment following the established idle time, if any.

6.3 INC Responsibilities

The INC will:

- Accept all referrals of alleged non-use or misuse of CIC from the CIC administrator or any other entity, by referring issues to the Resource Management Workshop
- Investigate the referral,
- Review referrals in the context of existing assignment guidelines,
- Attempt to resolve the referral, and
- Direct the CIC administrator regarding the action, if any, to be taken.

Absent a consensus resolution of the referral or non compliance to the resolution by the CIC assignee, the case will be referred by INC via the CLC process, to the appropriate regulatory body for resolution.

7.0 CONSERVATION

7.1 The Need for a Conservation Mode

Conservation involves efforts to preserve the availability of codes. A conservation mode and the restrictive assignment policies associated with it slows the assignment rate,

conserves the dwindling resource, and allows the industry time to circumvent the possibility of exhaust.

The assignment level at which a conservation mode is invoked, therefore, must provide adequate time for the industry to plan for the accommodation of additional entities, develop and publish the necessary associated technical documentation describing the plan, provide the necessary software/hardware modifications to the necessary network elements, and deploy those modifications throughout the nation. It is estimated that these efforts require at least five years.

7.2 A Conservation Mode for the Four Digit CIC Environment

A detailed conservation plan for the four digit CIC environment is not be described in these guidelines. Rather, the NANPA, as administrator of CIC assignments, will monitor the assignment rate and level, predict the potential for exhaust, and report its findings to the industry. With this information supplied by the NANPA, the industry can determine the need for a formal conservation mode and its associated measures.

Those measures might include restrictions on the maximum number of code assignments per entity, an aggressive effort, beyond that already in place, for code reclamation, and the convening of an ICCF sponsored committee to begin the necessary planning to accommodate the need to assign more than 9,000 FG B and/or 10,000 FG D CICs.

8.0 Glossary

INC (Industry Numbering Committee) - A standing committee of the Industry Carriers Compatibility Forum (ICCF). INC was formed to provide an open forum to address and resolve industry-wide issues associated with the planning, administration, allocation, assignment and use of numbering resources and related dialing considerations for public telecommunications within the North American Numbering Plan area.

NANPA (North American Numbering Plan Administration) - Provides central administration for NANP and other numbering resources. This function currently resides at Bellcore.

FG B (Feature Group B) - A type of access arrangement that provides trunk-side access to the interexchange carrier. FG B callers reach an interexchange carrier's facility for transport of their inter-LATA call by dialing the carrier access code 950-XXXX.

FG D (Feature Group D) - A type of access arrangement that permits subscribers to presubscribe to or select, on a per-call basis, a specific interexchange carrier for

transport of their inter-LATA calls. To use the presubscribed carrier for a call, the subscriber need only dial the destination directory number. To override the terminal's presubscription on a per-call basis and choose an alternative interexchange carrier, either 10XXX or 101XXXX + 0 or 1 +10 digits must be dialed.

CIC (Carrier Identification Code) - A numeric code that uniquely identifies each carrier. These codes are primarily used for routing from the local exchange network to the access purchaser and for billing between the LEC and the access purchaser.

FG B translations access - FG B access configurations where installation orders are such that only translations software changes are required. For example, Entity 1 refers to the entity which desires to have its FG B traffic associated with a particular Carrier Identification Code routed to another entity. Entity 2 refers to the entity with trunk access to which Entity 1's traffic is routed. Translations access allows the routing of Entity 1's traffic to the trunks of Entity 2 via a translation software change.

CAC (Carrier Access Code) - The sequence an end user dials to obtain access to the switched services of a carrier, e.g., 10XXX during the permissive period or 101XXXX.

CARRIER IDENTIFICATION CODE ASSIGNMENT GUIDELINES

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Entities requesting a CIC shall complete the following steps:

- (a) The entity shall place a valid order for FG B or FG D trunk access service, or FG B translations access service, where available, with an access service provider¹.
- (b) If a CIC assignment is being requested, the entity shall complete this form and attach to the request for access service. Use one form per CIC assignment.
- (c) The access service provider shall submit the CIC application form to the administrator, currently North American Numbering Plan administration (NANPA).
- (d) The CIC administrator shall complete the CIC Assignment Confirmation Form, within 10 working days from receipt of assignment request from the access service provider. The CIC Assignment Confirmation Form shall be sent to the entity requesting a CIC and the access service provider.

A CIC assigned to an entity shall be placed in service within 6 months after the assignment date as reported on the CIC Assignment Confirmation Form. The entity assigned the CIC shall submit the CIC Activation Form to the CIC administrator indicating the date the CIC was activated. If a CIC is not activated within the 6-month period, the assigned CIC may be reclaimed using procedures described in Section 6 of these guidelines. It is understood that the entity will return the CIC to the administrator for reassignment if the resource is no longer in use by the entity, has not been activated within the timeframe specified in these guidelines, or is not being used in conformance with these guidelines.

The entity, access service provider and the CIC administrator acknowledge that the information contained on this request form is sensitive and will be treated as confidential. The information in this form shall be treated as proprietary and will only be shared with the appropriate administrator and/or regulators.

1. Date of request for access service: _____
2. Access Customer Name: _____
Street: _____
City: _____ State: _____ Zip Code: _____
Telephone: _____ Fax: _____
Contact Name: _____
Title: _____
3. Access Customer Name Abbreviation (ACNA): _____

¹ Although LECs are not formal "purchasers" of FG B or FG D access, the CIC Assignment Guidelines do not preclude LECs from being assigned CICs.

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4. Type of Request (select one):

- ☐ First CIC
☐ Additional CIC
☐ Information change CIC (go to Section 12)
☐ Return CIC (go to Section 11)
☐ Merger/Acquisition (go to Section 12)

5. Type of service (select one):

FG B ☐ FG B Translations Access ☐ FG D ☐

6. Does the entity requesting this assignment have any CICs currently assigned?

Yes ☐ No ☐If ☐ yes, please list the CICs currently assigned?

7. Does the requesting entity share common ownership or control with other companies (see Section 1.3 of the guidelines)?

Yes ☐ No ☐

8. If yes to 7, do any of these entities under common ownership or control have CICs?

Yes ☐ No ☐

9. Please provide three code selections in order of preference:

1. ☐ 2. ☐ 3. ☐

10. If the above codes are not available, may any available code be assigned?

Yes ☐ No ☐

11. Code Return Notification:

The following CIC(s) is being returned to the list of available codes

Effective Date: ☐

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12. CIC Information Change:

CIC affected: _____

Old Information:

New Information:

Explanation:

Effective Date: _____

I hereby certify that the above information is true and accurate to the best of my knowledge, that the assigned CIC will be used in accordance with the *CIC Assignment Guidelines* (INC 95-0127-006) and that this application has been prepared in accordance with the guidelines.

Signature of Authorized Representative of the CIC Entity_____
Name/Title_____
Date

Send Application to:

Director - North American Numbering Plan Administration
Bellcore
6 Corporate Place, PYA 1G270
Piscataway, New Jersey 08854-4157
Phone: 908-699-3700 FAX: 908-336-3293

CARRIER IDENTIFICATION CODE ASSIGNMENT GUIDELINES

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September 1996 Revision
Page 1 of 1

Carrier Identification Code (CIC) Assignment Confirmation Form

Applicant

Name: _____
Street: _____
City: _____ State: _____ Zip Code: _____
Telephone: _____ Fax: _____
Contact Name: _____
Title: _____
Company Name _____
Access Customer Name Abbreviation (ACNA): _____
Date of Request for FG B or FG D trunk access _____
Date of Receipt of request for CIC assignment _____
Date of Response to CIC assignment request _____
CIC requested _____

____ CIC assigned _____

____ Form incomplete

Additional information required in the following section(s):

____ Form complete, code request denied

Explanation:

____ Other:

Explanation:

____ Signature of CIC Administrator

____ Date

____ Name (Print)

Telephone: _____ Fax: _____

CARRIER IDENTIFICATION CODE ASSIGNMENT GUIDELINES

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Page 1 of 1**Carrier Identification Code (CIC) Activation Form**

By signing below, I certify that the CIC(s) specified below are in service, i.e., the appropriate Feature Group B and/or Feature Group D access trunks are in place, or FG B translations access has been obtained, and that the CIC(s) are being used for the purpose specified in the original application.

Signature of Authorized Representative of the CIC Applicant

Name/Title (Print)

Date

CIC	Type (FGB or FGD)	Date of Assignment	In-Service Date
<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>
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Appendix A

REQUIREMENTS FOR SEMI-ANNUAL LOCAL EXCHANGE CARRIER (LEC) AND ENTITY ACCESS/USAGE REPORTS FOR FOUR-DIGIT CARRIER IDENTIFICATION CODES

To assist in the administration of Carrier Identification Codes (CICs), LECs and entities are requested to provide CIC access and usage information to North American Numbering Plan Administration (NANPA) and the FCC. The access/usage reporting requirements described below have been developed for use by the LECs and entities in preparing the reports for 4-digit Feature Group B (FGB) and Feature Group D (FGD) CICs.

LEC Reporting Format Requirements

The requirements for the LEC access/usage reports include the ability to submit the reports in machine readable form, i.e., on computer diskettes (3 1/2" format). LECs providing Feature Group A (FGA), FGB and/or FGD service, particularly the Bell Operating Companies and those LECs with greater than 30 CICs in service, are strongly encouraged to submit their reports on diskette to reduce the effort required for data entry and to facilitate CIC analysis by NANPA and the FCC. The format for the data to be presented on diskette is described below. To assure compatibility with NANPA and FCC data entry software, LECs submitting reports on diskette must use this format.

The following rules shall apply when providing reports on diskettes:

- a. The format for each record shall consist of one ASCII text line with each field separated by a comma "," delimiter. The delimiter shall not be considered part of any field.
- b. One record shall be provided for each CIC and for each state/province where the LEC provides access.
- c. The maximum line length (including comma delimiters) for each record is 88 characters.
- d. All fields must be represented in each record. That is, if information for a field is not available or is blank, e.g., some entities do not have an ACNA, a delimiter shall immediately follow the previous delimiter, i.e., ",".
- e. To avoid confusion with the comma delimiter, no commas shall be part of the data in any field, particularly in the entity name field where it is common to follow the entity name with ", Inc."

Each record shall consist of the 11 fields shown below. Minimum and maximum lengths are specified for each field. A minimum field length of "0" implies the information is unavailable or blank. A record shall consist of a sequence of fields following the exact order shown below, i.e., cic, ename, acna, ...

FIELD NAME	DESCRIPTION	TYPE	LENGTH	
			MIN	MAX
cic	Carrier Identification Code	Text	0	4
ename	Entity name	Text	0	40
acna	Access Carrier Name Abbreviation	Text	0	3
fgb_starw	Feature Group B Trunk Access	Text	1	2
fgd_stat	Feature Group D Trunk Access	Text	1	1
fga_use	Feature Group A Usage	Text	1	1
fgb_use	Feature Group B Usage	Text	1	1
fgd_use	Feature Group D Usage	Text	1	1
loc	State/province in which service exists, using standard 2-character postal codes (e.g., NJ)	Text	2	2
up_date	Last date that a change was made (i.e., mm/dd/yy)	Text	6	8
ecn	Abbreviated Exchange Carrier Name (e.g., SWBT)	Text	2	15

Attachment A is a sample of how LEC data records would appear in tabular form. Included on Attachment A are the field designations and definitions.

Entity Reporting Format Requirements

The report format for entities with CICs will be similar to the LEC reports shown on Attachment A, with several exceptions. Entities are not required to provide the reports in machine readable format on diskettes nor should FGA information be provided. The "LOCATION" field has been changed to "LEC ACCESS", which shall include the names of all LECs where access has been obtained for each CIC. Attachment B is a sample report for FGB and FGD trunk access and usage information to be provided by an entity with CIC(s). Included on Attachment B are the field designations and definitions. Attachment C is a blank form that can be used by an entity to submit a report.

General Requirements

1. For reports provided by LECs, a single report shall be submitted combining any information from subsidiaries within the LEC, e.g., a Bell Operating Company shall provide a single report combining information from all the operating companies within its region. For other LECs, one report, nationwide, shall be provided. Similarly, for reports provided by entities, one report shall be provided for the entity, nationwide.
2. Entities shall provide information on entity name, contact person, address, telephone number and fax number. NANP will use this information to update its contact database.
3. LEC and entity reports shall be submitted to NANPA no later than January 31, for the period ending December 31, and no later than July 31, for the period ending June 30. Reports are to be submitted to:

Director - NANP Administration
6 Corporate Place
Room 1G275
Piscataway, NJ 08854-4157

Attachment A**SAMPLE LEC SEMI-ANNUAL USAGE/ACCESS REPORT**Date: Jan 31, 1997Report For Period: 2H96Local Exchange Carrier: Local Telephone Company

CIC ¹	ENTITY ²	ACNA ³	TRUNK ACCESS ⁴		USAGE ⁵			LOCATION ⁶
			FGB	FGD	FGA	FGB	FGD	
0010	ABC Company	ABC	Y	D	Y	Y	N	TX
0010	ABC Company	ABC	Y	A	Y	Y	N	AZ
0225	Universal Telcomm	UTI	D	Y	N	N	Y	AZ
0225	Universal Telcomm	UTI	Y	Y	N	Y	Y	TX
0789	National Services Co.	NAS	N	Y	N	N	Y	TX
1789	Telephone Services Inc.	TVS	Y	N	N	Y	N	AZ
5111	Regional Telephone Co.	RTC	A	N	N	Y	N	MO

LEC Contact Name: Janet Smith Telephone No.: 214-555-1234**Field Descriptions:**

1. **CIC**-A 4-digit Carrier Identification Code assigned by the North American Numbering Plan administration. Every CIC resident within the LEC's billing system should be reported. In the event an entity has FGA service but does not have a CIC, leave the CIC field blank.
2. **ENTITY** - The name of the company that has purchased access, usually shown in the Access Carrier Name field on the billing record.
3. **ACNA** - A 3-character Access Carrier Name Abbreviation as shown in the ACNA field on the billing record. Leave blank if no ACNA is provided.
4. **TRUNK ACCESS** - Indicates if FGB and FGD trunks are in service in the LEC (i.e., installed) by using the designations shown below. This information should be derived from the LEC billing system (e.g., CABS). Changes in FGB and FGD trunk access from the previous semi-annual report shall be indicated, using the designations shown below, only for new trunk access, or for complete disconnect of trunk access.
5. **USAGE** - Indicates there are minutes of use (i.e., MOU>0) for FGA, FGB and/or FGD in the LEC's billing system using the designation Y = Yes or N = No. The actual minutes of use should not be reported. Indication of usage changes from the previous semi-annual report is not required.
6. **LOCATION** - Refers to the state/province where the CIC has access as described in the Trunk Access field using standard 2-character postal codes (e.g., NJ). A separate line (i.e., record) should be provided for each state/province where the CIC has FGB or FGD trunk access.

Trunk Access Designations:

- Y = FGB or FGD trunk access and no change from previous report
 N = No FG B or FG D trunk access and no change from previous report
 A = FGB or FGD trunk access activated since the previous report (i.e., new service)
 D = All FGB or FGD trunk access disconnected since the previous report

Attachment B**SAMPLE SEMI-ANNUAL ENTITY ACCESS/USAGE REPORT**Report for: 2H96Date: Jan 31, 1997Entity Name: LGR Co.

CIC ¹	ENTITY ²	ACNA ³	TRUNK ACCESS ⁴		USAGE ⁵		LEC ACCESS ⁶
			FGB	FGD	FGA	FGB	
0970	ABC Co.	ABC	D	Y	N	Y	BellSouth
0970	ABC Co.	ABC	N	A	N	Y	Sprint
1955	LGR, Inc.	LGR	Y	N	N	N	NYNEX
1955	LGR, Inc.	LGR	A	N	Y	N	BellSouth
1955	LGR, Inc.	LGR	Y	N	Y	N	Pacific Bell

Contact Name: Michael BlakeEntity Address: 222 Main Street, Boston, MA 12234Telephone No.: 617-555-0199Fax No.: 617-555-0198**Field Descriptions:**

1. **CIC-A** 4-digit Carrier Identification Code assigned by the North American Numbering Plan administration. Information for all CICs held by the entity should be reported.
2. **ENTITY** - Name of entity that holds the CIC.
3. **ACNA** -A 3-character Access Carrier Name Abbreviation assigned to the entity requesting a CIC. Leave blank if no ACNA is provided.
4. **TRUNK ACCESS** - Indicates if FGB and FGD trunks are in service in the LEC (i.e., installed) using the designations shown below. Changes in FGB or FGD trunk access from the previous report shall be indicated, using the designations shown below, only for the new trunk access, or for complete disconnect of trunk access.
5. **USAGE** - Indicates if there are minutes of use (i.e., MOU>0) for FGB and/or FGD service using the designations, Y = Yes or N = No. Indication of usage changes from previous report is not required.
6. **LEC ACCESS** - Indicates all the LECs where access has been purchased for a particular CIC. Where appropriate, indicate the region of the LEC, e.g., BellSouth. To keep the listing for each CIC manageable, the number of entries in this column may be limited to seven per CIC, at the discretion of the reporting entity.

Trunk Access Designations:

- Y = FGB or FGD trunk access and no change from previous report
 N = No FG B or FG D trunk access and no change from previous report
 A = FGB or FGD trunk access activated since the previous report (i.e., new service)
 D = All FGB or FGD trunk access disconnected since the previous report

